

**INEEL WATER INTEGRATION PROJECT MEETING MINUTES**  
**Wednesday, June 26, 2002, ID-N**

**Attendees:**

| <b>Name</b>       | <b>Organization</b> | <b>E-Mail Address</b>  |
|-------------------|---------------------|--|
| Brad Bugger       | DOE-ID              | <a href="mailto:buggerbp@doe.id.gov">buggerbp@doe.id.gov</a> |
| Jan Brown         | INEEL               | <a href="mailto:browjm@inel.gov">browjm@inel.gov</a>         |
| Doug Burns        | INEEL               | <a href="mailto:deb4@inel.gov">deb4@inel.gov</a>             |
| Kendall Kincaid   | DOE-ID              | <a href="mailto:kincaik@doe.id.gov">kincaik@doe.id.gov</a>   |
| Marianne Little   | INEEL               | <a href="mailto:lit@inel.gov">lit@inel.gov</a>               |
| Marilynne Manguba | INEEL               | <a href="mailto:mangma@inel.gov">mangma@inel.gov</a>         |
| Patti Natoni      | DOE-ID              | <a href="mailto:natonipm@doe.id.gov">natonipm@doe.id.gov</a> |
| Jeff Perry        | DOE-ID              | <a href="mailto:perryjn@doe.id.gov">perryjn@doe.id.gov</a>   |
| Al Yonk           | INEEL               | <a href="mailto:yonkak@inel.gov">yonkak@inel.gov</a>         |
| Paul Wichlacz     | INEEL               | <a href="mailto:plw@inel.gov">plw@inel.gov</a>               |

**Conference Call:**

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| Dave Frederick | INEEL Oversight | <a href="mailto:dfrederi@deq.state.id.us">dfrederi@deq.state.id.us</a> |
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**EM Mid-Year Review**

Jeff Perry went over the overheads and points made at the EM Mid-Year Review, which included information on project goals and objectives and deliverables and highlighted accomplishments to date.

The Accomplishments/Near Term Deliverables reported were

Conceptual Model Development  
Stakeholder Involvement Activities  
Cumulative Risk Assessment Tool Development  
Requirements Analysis  
Science and Technology Strategy Roadmap  
Project Management  
Integrated Reporting Capability  
Electronic Library Development

For the Integrated Reporting Capability, Paul Wichlacz reported that identification of the major R&D programs has been done, but not for those projects that are Operations-funded. Currently, we are looking at reporting systems and the plan is to collect costs/budgets this year, and look at reporting on milestones and other project information next year. Meetings are scheduled with Mike Wright and Dave Miller to discuss reporting and a meeting has already been held with Harold Blackman.

The Oak Ridge Environmental Information System (Bechtel Jacobs) was discussed as a possible database to use for our environmental monitoring data. Oak Ridge is also currently managing Portsmouth and Mound data. The INEEL system would have a backup on site with testing conducted monthly. A meeting is planned to bring ORNL personnel here for a briefing and to look at developing a requirements document (mid-July). The old database will be archived. Concerns expressed included:

- that a formal analysis of requirements has not been done
- now that an analysis is being done, who will be doing it;
- the INEEL data is only 1 million records whereas the ORNL is 30 million;
- only a few other options were looked at.
- If the idea is that this will eventually be a complex-wide system, it is not a decision to be made by individual labs.

- The estimated cost is \$150K to setup and input data, an additional concern is that this figure ignores the incompleteness of data and that much of the data is not georeferenced.

Jeff Perry's last slide was on funding issues, currently there is \$1.3M in the Waste Management budget for this project for FY03. The balance of the funding needed for FY03, \$1.2M was to have come from the EM-50 budget but it now appears that Idaho will not receive any EM-50 funds for next year. Additional work needs to be done to secure the needed funding for next year.

The mid-year review was attended by Randy Scott, Tony Kluk, and members of the INEEL management team.

### **End State Discussion**

Doug Burns presented Dave Frederick's notes on the goals and objectives of the Water Integration Project. Marianne Little and Al Yonk prepared a table of the History and Path Forward for the Water Integration Project and Doug Burns attempted to graphically display the WIP process steps (see handouts from meeting). Doug's figure focuses on how -- not why -- and a third branch needs to be added that covers the cumulative risk tool and the cross-cutting components (electronic library, information management, etc) are not covered.

It was noted that "stakeholders" for the WIP are inclusive of everyone - internal and external -- and that we have committed to making major project decisions with stakeholder involvement. The missing people on the team need to be identified, and we need to be clear what they are expected to do as part of the project to bring them in. For the public, understanding how water moves and whether or not it will affect them will be the ultimate payoff.

The next step in this discussion will be to continue discussion of the WIP vision.

Jan Brown reported on stakeholder involvement statistics. Four hundred plus individuals are hitting the website; approximately 250 individuals (external) have been engaged. Sixteen meetings have been held. An average of 15 people attend the weekly meetings. Jan has prepared a supplement to the Stakeholder Involvement Plan that includes comments, event reports, and correspondence. The introductory months of the WIP have been about building a constituency, not solely about getting comments on the draft plan. It was pointed out that this is why the WIP is different than maintaining the Citizens Advisory Board. It is involving large numbers of stakeholders for a different purpose than the CAB.

### **Action Tracking Log**

Due to time constraints the Tracking Log was not discussed.

Next meeting: July 3<sup>rd</sup>, 1 p.m.